MEMORANDUM

TO: Roane County Board of Education Members

FROM: Dr. Toni H. McGriff
Director of Schools

DATE: October 27, 2009

SUBJECT: Special Called Board Meeting & Facilities Work Session

The Roane County Board of Education will meet in a **"Special Called Meeting" on Monday, November 2, 2009 at 6:00 p.m.** to approve Architect's Contracts **followed by a "Facilities Work Session".** The meeting will be held at the Edward E. Williams Building located at 105 Bluff Road in Kingston.

cc: Roane County Principals
Local News Media
Central Office Employees